



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, November 9, 2021

6:00 PM

Council Chambers
Prior Lake City Hall

BOARD OF MANAGERS:

**Mike Myser, President; Curt Hennes, Vice President; Bruce Loney, Treasurer;
Steve Pany, Secretary; and Frank Boyles, Manager**

Note: Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

Board Workshop 4:00 PM – Parkview Conference Room

- New Staff Introduction: Elizabeth Froden
- Manager Meeting Attendance Discussion (Joni Giese)
- Manager Position Application Process/Schedule (Joni Giese)
- Health Benefits: Staff Premium Contribution Discussion (Curt Hennes)
- 2022 Grant Solicitation Schedule (Bruce Loney)
- Biennial Professional Services Request – Process Schedule (Joni Giese)
- District Partner Condolences and Memorial Contribution (Joni Giese)
- Staffing Update (Joni Giese)
- Closing of Wright Homes, Inc. Permit 05-15 (Joni Giese)
- Liaison Updates
 - CAC Subcommittees – Proposed Initiatives

6:00 – 6:05 PM 1.0 **BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE**

6:05 – 6:10 PM 2.0 **PUBLIC COMMENT**

If anyone wishes to address the Board of Managers on an item not on the agenda or on the consent agenda, please come forward at this time. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:10 - 6:15 PM 3.0 **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

6:15 - 6:30 PM 4.0 **OTHER OLD/NEW BUSINESS**

- 4.1 Programs & Projects Update (Discussion Only)
- Prior Lake Association Presentation Feedback

- 6:30 – 6:45 PM 5.0 **CONSENT AGENDA**
 The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of the Board member, staff member, or a member of the audience. Please state which item or items you wish to remove for separate discussion.
- 5.1 Meeting Minutes—October 12 Board Workshop
 - 5.2 Meeting Minutes— October 12 Board Meeting
 - 5.3 Claims List & Visa Expenditures Summary
 - 5.4 Spring Lake West Subwatershed Feasibility Study: EOR Scope of Services Amendment
 - 5.5 Sutton Lake Outlet Retrofit Project Change Order No. 2
- 6:45 - 7:15 PM 6.0 **TREASURER’S REPORT**
- 6.1 Monthly Financial Reports (Discussion Only)
 - Fund Performance Analysis
 - Cash and Investments Summary
 - Cash Flow Projections
 - 6.2 2021 Budget Amendment (Vote)
- 7:15 - 7:20 PM 7.0 **UPCOMING MEETING/EVENT SCHEDULE:**
- CAC Meeting, Thursday, December 9, 6:30 – 8:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
 - Prior Lake Outlet Channel Cooperators Meeting, December 15, 12:00 – 1:30 pm (Prior Lake City Hall – Parkview Conference Room)



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

NOVEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Storage & Infiltration Projects (Sutton Lake) <i>Project Lead: Joni/Jaime</i>	<ul style="list-style-type: none"> Finalizing permits, requirements, and design for improving access road approach Spoke with DNR about extending grant in order to ensure vegetation establishment next year Met with EOR to discuss Sutton Lake lake management plan and approach Applied for grant extension 	<ul style="list-style-type: none"> Complete design work for installing culvert by county road to improve access to site Execute change order with contractor for access drive work Complete construction of access road by end of year Extend grant deadline Meet with landowners to discuss lake management options
Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> Tracking: Continued to track radio-tagged carp across Spring and Prior Lakes. Upper Prior Radio tags are grouped near Knotty Oar Marina. Spring Lake tags are scattered. Installed another 3 radio tags in Upper Prior Lake making a total of 4 new tags in 2021. Completed 2 separate Catch per unit efforts (CPUE) on each SL and UPL while collecting carp for radio-tagging. PIT tagged carp in Jeffers Daylight Pond on the PLOC. Surveyed for young of year carp and bluegill abundance in 12/17 wetland and CD 13 desilt pond. Uninstalled PIT stations. Barriers: Meeting with landowners. Completed installation of Tadpole barrier. Other: Met with MPCA and BWSR to check statuses of grants both ending December 31. Received walleye stocking permits for Spring, Upper Prior, and Lower Prior Lakes. Stocking date still TBD. 	<ul style="list-style-type: none"> PLSLWD and WSB staff will continue to track the tagged carp. Prepare documents and reports for 319 and BSWR closeout. Conduct young of year sampling in Jeffers Ponds and other basins. Remove fish in open water as permit allows.
Ferric Chloride System Operations <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> Submit Industrial By-Products Report Winterize ferric shed and pump Submitted Discharge Monitoring Report 	<ul style="list-style-type: none"> Prepare Annual Report

NOVEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Farmer-Led Council <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Continued planning efforts for the Growing Healthy Soils Event with SWCD. Met w/BWSR about extending grant due to COVID restrictions Applied for grant extension 	<ul style="list-style-type: none"> Promote & advertise the Cover Crop Initiative for this fall round. Explore expansion of FLC initiatives County-wide with local partners. Healthy Soils event planning. Meet w/SWCD and plan for December FLC meeting
Cost Share Incentives <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Met with SWCD to review third round of potential cost share projects Met w/SWCD, Scott WMO, and VRWJPO to review cost-share docket 	<ul style="list-style-type: none"> SWCD will present suggested changes to cost-share docket at future board meeting
Spring Lake Parcel Restoration Project <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Monitored the invasive species and restoration progress on the parcel. 	<ul style="list-style-type: none"> Monitor restoration and control invasive species, particularly buckthorn, in the fall. Work on plant identification signs.
Fish Lake Shoreline & Prairie Restoration Project <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Met with MNL and Spring Lake Township for vegetation maintenance visit and review of project progress. Monitored the invasive species and restoration progress at project site. 	<ul style="list-style-type: none"> Potential MN Native Landscapes restoration maintenance & buckthorn treatment and removal late fall visit. Work on interpretive panel design, order & install interpretative signs for project. Review progress for potential project handoff to Spring Lake Township.
Lower Prior Lake Retrofit Projects <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Finalize maintenance acceptance materials with the City of Prior Lake. Install interpretive signs for projects.
Feasibility Reports <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Met w/landowner to discuss Sutton Lake IESF concept plan Drafting final Spring Lake West IESF location and finalizing feasibility study, but need to talk with landowners who are not answering calls (assume due to harvest season) Applied for grant extension for Spring Lake West feasibility study due to lack of response from landowners 	<ul style="list-style-type: none"> Schedule meeting with landowners to gauge interest and explore mutual goals for a future Buck East project Meet w/landowners for Spring Lake West feasibility study
Website and Media <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Website articles posted: none Prior Lake Am and SCENE: Goldfish in Cates Lake Facebook & Twitter – CAMP volunteer Recognition, Biobase Aquatic Plant Maps, Tadpole Barrier, Prior Lake Outlet Channel tour. 	<ul style="list-style-type: none"> Continue writing posts and updates about projects. Continue tweeting and updating Facebook about projects & news.

NOVEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Citizen Advisory Committee <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> October 28th CAC Meeting planning, presentation development, and attendance Reviewed and helped refine subcommittee initiatives Responded to CAC member information requests Shared Blue Water Solutions CAC presentation to managers 	<ul style="list-style-type: none"> Provide manager comments on subcommittee initiatives to CAC Plan & coordinate December 9th CAC meeting
MS4 Education Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Presentation to the Prior Lake Association 	
Monitoring Program <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> Data management Removed stream level loggers and equipment Water quality database update/maintenance 	<ul style="list-style-type: none"> Data management. Download, enter, and analyze stream loggers. Remove lake level loggers. Drive LPL logger well deeper into lake.
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime/ Jeff</i>	<ul style="list-style-type: none"> Shared preliminary vegetation survey data with partners. 	<ul style="list-style-type: none"> Create vegetation management policy Review Aquatic Plant Management Plans
AIS <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Reviewed I-LIDS videos for report QA/QC. Worked with ESP to fix minor recording problems on I-LIDS Began I-LIDS first year summary review. Worked on Rapid Response Plan draft. 	<ul style="list-style-type: none"> Uninstall I-LIDS system. Complete AIS Rapid Response Plan.
Rules Revisions <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> Reviewed and provided comments to EOR on draft final rules revisions 	<ul style="list-style-type: none"> Share revisions with technical advisory committee. Board review and approval of rule revisions.
BMPs & Easements <i>Project Lead: Joni/Shaina</i>	<ul style="list-style-type: none"> Continued to work with landowners to resolve existing violation issues on their properties. Purchased easement sign materials for new easements. 	<ul style="list-style-type: none"> Work with landowners to resolve easement violations. Distribute and install signs for new easements.

NOVEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Permitting <i>Project Lead: Joni/ Shauna</i>	<ul style="list-style-type: none"> Completed inspections on permit sites and followed up with permittees. Worked with developers/landowners on new development and conservation easements, including: South Vergus Estates, Ebenhoh Acres, Eagleview, 4B Estates, Vergus Estates Worked with Wright Homes, Inc. and City of Savage to close permit 05-15. Coordination with Scott County to better coordinate with County's development review process 	<ul style="list-style-type: none"> Continue to inspect, follow-up on and close remaining open permits. Review upcoming development projects as received. Work with developers/landowners on Development Agreements and Conservation Easements.
Outlet Channel O&M <i>Project Lead: Jaime/Jeff</i>	<ul style="list-style-type: none"> Routine channel/culvert inspections Removed terrestrial invasive species along the channel corridor Fall channel inspection with detail to new developments 	<ul style="list-style-type: none"> Culvert inspections Final vegetation and woody debris management along channel
Outlet Channel Admin <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Finished workplan and 2022 budget TAC Meeting 11/4/2021 to review 2022 bank erosion and sediment removal projects 	<ul style="list-style-type: none"> December 16 Cooperators Meeting
General Administration <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> Watershed Management Study: Compiled existing conditions materials and presented to TAC BWSR Alum Grant reconciliation New employee orientation Water Resources Conference BWSR Academy 	<ul style="list-style-type: none"> Watershed Management Study <ul style="list-style-type: none"> Continued PMT coordination Prepare for and attend Steering Committee Meeting scheduled for November 29, 2021

Regulations Review Summary

New Easements

- Parkhaven (City of Prior Lake)
- Vergus Estates 1 (Scott County) Garant
- Vergus Estates 2 (Scott County) Anderson
- 4B Estates (Scott County)
- Schieffer Property 195th St (Scott County)
- Schieffer Property Hwy 13 parcel (Scott County)
- Yorkshire Ave (Scott County)
- Villas at Crest Woods (City of Prior Lake)
- Vierling Property (City of Prior Lake)
- Eagleview 2nd Addition (Savage)
- County Public Works Building (City of Prior Lake)
- Marxen Farm (Scott County)
- Springview Meadows (Prior Lake)
- South Vergus Estates (Scott County)

Easement Amendments

- Living Hope Church (Shakopee)
- Timber Crest (City of Prior Lake)
- Tyler Chambers (City of Prior Lake)
- Didi & Kit Tran, and Vladimir Dudin (Savage)

Permit Inspections

- Living Hope Church (Shakopee)
- TH-13 (City of Prior Lake)
- TH-13 CSAH 12 (City of Prior Lake)
- County Public Works Building (City of Prior Lake)
- Pickleball Facility (City of Prior Lake)
- Pike Lake Culvert (City of Prior Lake)
- Hwy 282 (City of Prior Lake)
- Strauss Driveway (City of Prior Lake)
- Fish Point Road (City of Prior Lake)

Equivalency Agreements: Development Reviews

- Applewood Pointe PUD (Prior Lake)

PLOC Development Reviews

- Whispering Waters (Shakopee)
- Quarry Lake (Shakopee)
- Highway 169 pedestrian bridge review coordination

District Permit Application (pending)

- MnDOT Hwy 13 (City of Prior Lake)



WORKSHOP MEETING MINUTES

Tuesday, October 12, 2021

Prior Lake City Hall, Parkview Conference Room

Members Present: Curt Hennes, Steve Pany, Frank Boyles, Bruce Loney & Mike Myser

Staff Present: Joni Giese, District Administrator; Jaime Rockney, Water Resources Manager; Jeff Anderson, Water Resources Coordinator

Others Present: Lisa Quinn, Spring Lake Township; Jim Weninger, CAC; Jim Fitzsimmons, Scott SWCD; Carl Almer, EOR; Josh Accola, Stantec; Annette Thompson, City of Prior Lake

The meeting was called to order by Vice President Curt Hennes at 4:02 p.m.

Upper Prior Lake and Spring Lake – Process for Delisting Impaired Waters

Manager Pany inquired about the process to get lakes off of the MPCA's Impaired Water List. Staff stated a lake must meet state standards for two of three parameters (total phosphorus, chlorophyll A, and secchi depth) for two to three consecutive years and show that will continue to meet these standards. The MPCA's "Best Professional Judgement Group" will review the data and make the determination whether or not to delist a lake. While the lakes met standards for the first time in 2020, it will still be a couple years of meeting standards before the lakes can be considered for delisting.

Fish Lake: Water Quality Improvement Options

Fish Lake is close to meeting water quality standards. Staff presented options for potential 2021 Fish Lake water quality projects based on a 2014 study performed Scott SWCD for the District. Potential improvements could be covered by cost share dollars.

Manager Hennes made a motion that PLSLWD ask Scott SWCD to approach one landowner who currently has an open drain tile inlet that drains to the lake to see if there is interest in installing a practice that would help prevent soil from entering the drain tile. Second by Manager Loney. Passed 5-0.

Manager Hennes make a motion that PLSLWD request Scott SWCD to inquire property owners on the SW corner of the lake that contain agricultural fields that could be contributing nutrient loading to the lake regarding their interest in implementing any practices that could reduce nutrients entering the lake. Second by Manager Loney. Passed 5-0.

Ferric Chloride System and Site Assessment Discussion

Administrator Giese inquired if the Board of Managers would be interested in having a consultant perform a study to assess the condition of the ferric chloride tank and make any recommendations for how to move forward with tank replacement and site improvements in the future. Manager Hennes made a motion to direct staff to develop a ferric chloride tank assessment and site improvement recommendations RFP and solicit proposals from consultants. Based on proposals received, the Managers can then determine which tasks they would like to authorize a consultant to move forward with. Second by Manager Loney. Passed 5-0.

2022 Budget Draft – Outstanding Budget Items

After the September workshop, there still remained three budget line items that were not fully resolved. The District's estimated contribution to the PLOC has now been finalized. Whether to include a ferric chloride tank and site assessment study has now been resolved in the previous discussion. The last remaining item is whether to include the Cate's Lake Public Infrastructure Partnership Project. District staff brought forward several options of how the project could be structured. The managers directed staff to continue to monitor the lake, but keep the project in the budget in case there continues to be a water quality problem in the lake in 2022, which would allow the District to start taking action if desired.

Ferric Chloride Site Land Ownership Transitions

Manager Hennes stated that land ownership may be transitioning near the ferric chloride tank site. Administrator Giese stated that District staff have been having conversations with the individuals living on the site and plan to meet with them in the next couple of weeks to discuss driveway concerns that they have. Manager Hennes also requested that staff review the current easements to better understand whether land ownership transitions would impact the easements.

District Information Sharing

Manager Hennes requested that to the extent possible that Administrator Giese keep all managers informed on topics as they arise. Manager Hennes also requested that PLOC Cooperator meeting dates be brought forward to the Managers. Administrator Giese stated the meetings are listed on the District's website, but certainly can be added to upcoming meeting on board meeting agendas.

Goldfish in Lakes

Manager Pany suggested that there are increasing incidences of goldfish and other aquarium fish being discarded into lakes where their populations explode causing issues for the lake. Manager Pany suggested that District staff write an article discouraging people from releasing goldfish and other aquarium animals into lakes to be submitted to the Scott County Scene and/or other newspapers.

I-LIDS Evaluation

Manager Pany inquired about staff's opinion regarding the success of I-LIDS this past summer. Staff indicated this was essentially a test year, where staff learned what the equipment could do and continued to make modifications over the summer to improve the effectiveness of the equipment. Staff indicated that the product vendor is under contract to make a presentation to the board at the December meeting. Administrator Giese stated that staff should also provide their impressions after the first year of use.

Staff Departure Discussion

Administrator Giese stated that when Maggie Karschnia departed she provided some suggested approaches to improve District operations that were shared with the Board of Managers. Managers discussed one suggestion of improving the clarity of project problem statements, desired project end products, and project outcomes. Manager Boyles suggested that Administrator Giese to ask for specific, clear directives from managers to avoid generalities that could problems down the road. Managers also asked Administrator Giese to provide feedback if manager's requests for additional work projects/staff will overburdening staff.

Staffing Update

Administrator Giese stated that interviews were held for the Water Resources Assistant position and an offer had been made and verbal acceptance had been provided, but she was still waiting on a signed offer letter. Once that is received she will share out the new hire name and background to the managers. Administrator Giese stated the District was not receiving good responses for the Watershed Regulations Coordinator position. She will be re-evaluating the position to see how to improve responses.

Liaison Updates

Administrator Giese mentioned that while managers are attending other partner organization meetings, she is not hearing much as part of the liaison report-out section of the board meetings. Managers discussed what type of information would be valuable to share (items specifically relate to or could inform the District's mission and activities). Manager decided to move the liaison report-outs to the workshop, as they felt the workshop venue to more conducive to information sharing and raised topic dialogue.

The meeting was adjourned at 5:45 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday October 12, 2021

Prior Lake City Hall

6:00 PM

BOARD OF MANAGERS:

Mike Myser, President; Curt Hennes, Vice President; Bruce Loney, Treasurer
Steve Pany, Secretary and Frank Boyles, Manager

Members Present:

Mike Myser, Curt Hennes, Bruce Loney, Steve Pany, Frank Boyles

Staff & Consultants Present:

Joni Giese, District Administrator
Jaime Rockney, Water Resources Project Manager
Jeff Anderson, Water Resources Coordinator
Carl Almer, EOR, District Engineer

Others Present:

Lisa Quinn, Spring Lake Township
Josh Accola, Stantec Corp.
Jim Weninger, CAC

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Meeting called to order by President Myser at 6:00 P.M.

2.0 PUBLIC COMMENT

None.

3.0 APPROVAL OF AGENDA

Manager Hennes moved to approve the agenda. Second by Manager Loney. All Ayes.
Passed 5-0.

4.0 OTHER OLD/NEW BUSINESS

4.1 Programs & Projects Update:

Jeff Anderson reported that there was a MS4 Education Program Clean Water Cleanup event on September 25th. Forty volunteers stenciled 100 street storm water drains with the message "Drains to Lake".

The water level at Spring Lake is 909.69 and Prior Lake is 900.55. The water levels are low at this time.

Four new radio tags were placed into four carp on Upper Prior Lake and five new radio tags on Spring Lake to track the location of carp to facilitate removal efforts.

The tadpole barrier will be installed tomorrow. The estimate of carp in Spring and Upper Prior Lakes is being updated.

Jaime Rockney reported the number of boat inspections for September 2021. Spring Lake-85, Upper Prior Lake-35, Lower Prior Lake-95.

I-LIDS is in its first year at Spring Lake. In September, 793 videos and 130 launches were reviewed.

On Monday, October 4th, there was a tour of the Prior Lake outlet structure and channel attended by Prior Lake Mayor (outlet structure only), four of the Managers, some CAC members, PLSLWD staff and District Engineer. City of Shakopee Public Works staff joined the tour to share information on channel restoration work being performed by the City of Shakopee. Much work is being done to improve the outlet channel to restore channel erosion resulting from the 2014 flood and to make it more resilient to high channel flows associated with possible future heavy rains.

4.2 Scott County LIDAR Funding Request:

LIDAR collects data by aerial sensing technologies. This provides high resolution data to update elevation models, contours, streambank erosion, and flooding analysis. \$5,000.00 is being requested from PLSLWD. Partners are Lower MN Watershed District, Scott County, and Scott County WMO.

Manager Loney moved to approve the amount of \$5,000.00 LIDAR contribution payment. Second by Manager Hennes. All Ayes. Passed 5-0.

4.3 Lower Prior Lake Subwatershed 6 & 36 Retrofit Feasibility Study:

This study recommends the implementation of four BMP retrofits for the study area. At this time, the study recommends the District share this feasibility study with the City of Prior Lake, Scott County and MnDOT staff and hold off on further consideration of implementation until road improvement projects are planned in this area.

Manager Loney moved to approve this study. Second by Manager Boyles. All Ayes. Passed 5-0.

4.4 Eagleview 2nd Addition Development Agreement and Conservation Easement:

District staff is working with the property owner representative, EOR, and the City of Savage to establish a wetland buffer and conservation easement to protect a wetland on the parcel.

Manager Hennes moved to approve this agreement. Second by Manager Loney. All Ayes. Passed 5-0.

4.5 Wise Addition Conservation Easement:

District staff is working with the property owner and EOR to establish a wetland buffer and conservation easement to protect a wetland on the parcel.

Manager Pany moved to approve this agreement. Second by Manager Hennes. All Ayes. Passed 5-0. Conservation easement require property owners to not mow or place yard waste there.

4.6 Managers Presentations & Liaison Updates:

Manager Hennes reports that County Road 282 is nearing completion.

Manager Loney reported that Steve McComas of Blue Water Science attended the September CAC meeting. Steve touched on numerous topics that the CAC found of interest. The City of Shakopee is working on a development called Whispering Waters that provides access to the outlet channel in a location where the District was having problems obtaining an easement from the previous land owner. The City of Shakopee also approved a plan to develop an outlet from Quarry Lake to the outlet channel. Quarry Lake is lower than the outlet channel and pumping will be required to move the water from the lake to the channel.

5.0 CONSENT AGENDA

Manager Loney moved to approve the remove 5.5 from the consent agenda. Second by Manager Hennes. All Ayes. Passed 5-0.

Manager Loney requested an update from Carl Almer regarding the Sutton Lake Management Plan. Carl Almer provided a status update regarding the landowner and MnDNR concerns about temporarily drawing down the lake. A lake management plan needs to be approved by the MnDNR before the District would be allowed to temporarily drawdown the lake to provide flood reduction. Landowner support is needed for project approval by the MnDNR. The temporary drawdowns, in combination with cutting and drowning of cattails, could potentially increase open water on the lake.

Manager Loney moved to approve Consent Agenda Item 5.5. Second by Manager Pany. All Ayes. Passed 5-0.

- 5.1 Meeting Minutes— September 14, Board Workshop
- 5.2 Meeting Minutes— September 14, Board Meeting
- 5.3 Meeting Minutes— September 30, CAC Meeting
- 5.4 Claims List & Visa Expenditures Summary
- 5.5 Sutton Lake Management Plan: EOR Scope of Services

6.0 TREASURER'S REPORT

Manager Loney reported that finances and financial projections are in good order. New reports are working well.

6.1 Monthly Financial Reports Update

- Fund Performance Analysis
- Cash and Investments Summary
- Cash Flow Projections

6.2 Quarterly Financial Statements (Discussion Only)

- Balance Sheet
- Cost Analysis

7.0 UPCOMING MEETING/EVENT SCHEDULE

CAC meeting Thursday October 28th at Parkview Room Prior Lake City Hall at 6:30 P.M.

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Pany. All Ayes. Motion Passed 5-0.

Meeting adjourned at 7:06 P.M.

Steve Pany, District Secretary

October 12, 2021

Patty Dronen - Administrative Assistant	CLA - accountant		Bruce Loney, Treasurer
11/9/2021			
Prior Lake Spring Lake Watershed District			
Claims list for Invoice Payments due for the prior month			
Managers will consider approving this claims list - Staff payroll and Manager per diems have already been paid via ADP. After the managers vote, two Managers will sign checks within three days of the meeting for approve claims. Then, staff will US mail checks (written on the Sterling State Bank) to the claims list parties. Staff will request that all vendors provide information on their invoices to fit into the categories below			
Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
EOR	00758-0114	Sutton Lake Outlet Modification Plan	3,633.72
		Sutton Lake Management Plan	565.50
	00758-0139	General Engineering	696.00
	00758-0123	Lower Prior Subshed 6 & 36 Retrofit Feasibility	710.49
	00758-0124	Spring Lake West Subshed BMP Feasibility	578.75
	00758-0145	Sutton Lake IESF Feasibility	1,574.38
	00758-0146	Buck Lake East Wetland Enhancement Feasibility	559.50
	00758-0139	District Monitoring Program	25.00
		Permitting	440.44
		Rule Revision	1,435.50
WSB	R-017421-000-16	Phase 1 District Carp Management	990.00
	R-017421-000-17	319/BWSR Grant Project	831.25
Waterfront Restoration	1521	Boat Inspections	2,127.76
RES - Resource Environmental Solutions	18369	Foliar Treatment	550.00
RMB Environmental Laboratories	B003397	Lab Analysis	310.00
	B003398	Lab Analysis	485.00
Wright Homes, Inc.		Permit 05-15 Remaining Escrow Refund	7,798.00
Xcel Energy	753624987	18051 Langford Blvd -	17.03
		Subtotal	\$ 23,328.32
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
EOR	00758-0140	Segment 5	87.00
		Non Specific	1,011.88
	00758-0141	2021 PLOC XP-SWMM Updates	1,551.00
	00758-0143	2021 PLOC Vegetation/Stability Inspections	1,343.62
	00758-0147	PLOC Seg. 1, 4 & 5A Bank Repair	8,611.50
	00758-0149	PLOC Pike Lake Rd Sediment Removal	3,403.88
RES - Resource Environmental Solutions	18110	Segment 1 Herbaceous Treatment, Black Locust/White Poplar Sapling	733.00
		Segment 2 Buckthorn Foliar	525.00
		Segment 3 Buckthorn Foliar	601.00
		Segment 4 Herbaceous Treatment, Buckthorn Foliar	1,139.00
		Segment 5 Herbaceous Treatment	521.00
		Segment 6 Herbaceous Treatment	330.00
		Segment 7 Herbaceous Treatment, Buckthorn Foliar	928.00
		Subtotal	\$ 20,785.88
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Per Diems	781.19
ADP Staff Payroll		Payroll Services	14,821.16
ADP Taxes & Benefits		Taxes and Benefits	13,021.29
HSA Bank		HSA Bank	265.38
Fidelity		HSA account	165.38
NCPERS		Life Insurance - November	64.00
Reliance Standard		November Premium (LTD, STD)	678.38
		Underpayment of previous month invoice- paid by EFT (Sterling Bank). DO NOT ADD TO INVOICE	5.00
HealthPartners		November Premium	4,802.99
City of Prior Lake		Rent (December)	2,250.00
CLA	3044806	Monthly Bookkeeping	1,200.00
		Payroll Services	290.00
		Technology and Client Support	74.50
Southwest News Media	100426	Legal Notice - Levy Vote	106.24
Metro Sales	INV1917411	Copier Usage - October-November	103.00
Rymark	28206	Monthly Billing - November	831.00
	28209	Dell Dock Equipment	366.45
VISA			1666.29
		Subtotal	\$ 41,492.25
TOTAL			\$ 85,606.45
X		X	

Prior Lake-Spring Lake Watershed District

VISA Transactions - September 24-October 23, 2021

Posting Date	Merchant Name	Amount	Receipt?	Class	Customer	Expense	Description
9/24/2021	INSTAGANTT	\$7.00	x	626 Planning	Planning & Program Development	903 Dues/Fees/Subscription	Software Subscription
9/24/2021	U OF M CONTELEARNING	\$285.00	x	626 Planning	Planning & Program Development	904 Staff & Board Training	Continuing Education
9/26/2021	OFFICEMAX/DEPOT 6767	\$15.66		652 Education & Outreach	MS4 Education Program	706 Office Supplies	Nametags
9/26/2021	EDELWEISS BAKERY	\$18.60	x	652 Education & Outreach	MS4 Education Program	902 Meals	Clean Water Clean Up Donuts
9/26/2021	MICHAELS STORES 8608	\$8.98	x	652 Education & Outreach	MS4 Education Program	806 Program Costs - Miscellaneous	PLOC Hike
9/27/2021	Adobe Inc	\$29.99	x	626 Planning	Planning & Program Development	903 Dues/Fees/Subscription	Software Subscription
9/28/2021	AMZN Mktp US*2C9FU81E0	\$22.89	x	405 General Fund		706 Office Supplies	File Folders
9/29/2021	AMAZON.COM*2C3RK3HC1 A	\$57.98	x	405 General Fund		706 Office Supplies	Copy Paper
9/30/2021	IRONCLAD STORAGE	\$220.00	x	611 Operations & Maintenance	Fish Management	876 Field Equipment and Maintenance	Equipment Storage
9/30/2021	PRIOR LAKE HDWE	\$16.05	x	637 Monitoring & Research	District Monitoring Program	876 Field Equipment and Maintenance	Logger Well Hardware
9/30/2021	CARLSON HDWE CO	\$33.57	x	648 Regulation	BMP and Easement Inventory and	876 Field Equipment and Maintenance	Hardware
9/30/2021	VZWRLSS*BILL PAY VB	\$28.08	x	648 Regulation	Non Project Regulatory reporting	876 Field Equipment and Maintenance	Wireless Phone Service
		\$65.32	x	839 Operations NonSpecific	PLOC Restoration Maintenance and	876 Field Equipment and Maintenance	Wireless Phone Service
		\$58.24	x	611 Operations & Maintenance	Fish Management	876 Field Equipment and Maintenance	Wireless Phone Service
10/1/2021	AMZN MKTP US*2C0VA48F0 A	\$136.00	x	647 Regulation	BMP and Easement Inventory and	876 Field Equipment and Maintenance	Fence Posts
10/4/2021	MSFT * E0100FP97P - Septem	\$120.79	x	626 Planning	Planning & Program Development	903 Dues/Fees/Subscription	Software Subscription
10/5/2021	LUNDS&BYERLYS PR LA	\$26.34	x	652 Education & Outreach	MS4 Education Program	902 Meals	PLOC Hike Food
10/7/2021	MSFT * E0100G10U8 October	\$120.79	x	626 Planning	Planning & Program Development	903 Dues/Fees/Subscription	Software Subscription
10/8/2021	USPS PO 2676300882	\$13.80	x	626 Planning	Planning & Program Development	901 Mailings	Board Packet mailing
10/11/2021	ADOBE CREATIVE CLOUD	\$56.90	x	626 Planning	Planning & Program Development	903 Dues/Fees/Subscription	Software Subscription
10/14/2021	JIMMY JOHNS - 1206 - ECOM	\$63.05	x	626 Planning	Planning & Program Development	902 Meals	Board Member Meals
10/17/2021	SHELL OIL 57444700207	\$74.00	x	611 Operations & Maintenance	Fish Management	801 Mileage	Gas
10/17/2021	CANVAS SOLUTIONS INC	\$51.00	x	648 Regulation	Permitting & Compliance	903 Dues/Fees/Subscription	Software Subscription
10/17/2021	INF*GOODHIRE.COM	\$119.97	x	570 Salaries		903 Dues/Fees/Subscription	Software Subscription
10/18/2021	PAYMENT - THANK YOU	(\$1,898.31)					
10/19/2021	GOODHIRE	\$5.00	x	405 General Fund		903 Dues/Fees/Subscription	Software Subscription
10/19/2021	MICROSOFT	\$4.83	Fraud	VISA was contacted about this Fraud charge			
10/20/2021	YOURBOATCLUB	\$4.29	x	637 Monitoring & Research	Automated Vegetation Monitoring	903 Dues/Fees/Subscription	Gas
10/23/2021	INSTAGANTT	\$7.00	x	626 Planning	Planning & Program Development	903 Dues/Fees/Subscription	Software Subscription

TOTAL **\$1,666.29** Balance due less MICROSOFT fraud charge \$4.83

PLSLWD Board Staff Report
October 4, 2021



Subject | Spring Lake West Subwatershed Feasibility Study: EOR Scope of Services amendment

Board Meeting Date | November 9, 2021

Item: 5.4

Prepared By | Joni Giese, District Administrator

Attachment | Spring Lake West Subwatershed Feasibility Study: EOR Work Order

Action | Vote to approve the Spring Lake West Subwatershed Feasibility Study: EOR Scope of Services amendment

Background

The Spring Lake West Subwatershed Feasibility Study originally included review of existing data, modeling, field reconnaissance, cost-benefit analysis, and concept designs for four iron-enhanced sand filters and two options for wetland restoration/banking along the ditch corridor. The draft feasibility study was presented to the Board in February of 2020. A grant application was prepared in the fall of 2020 for the iron-enhanced sand filter but subsequently withdrawn due to wavering landowner interest.

Due to lack of landowner interest for the IESF on the originally proposed property, a new property was chosen and four new concept plans were designed. The revised scope of work is proposed to cover the grant application (2020), engineering services for revised siting and concept designs (four new iron-enhanced sand filter options on new property), and additional landowner outreach for the potential BMPs.

Requested Board Action

Staff recommends that the Board vote to approve the Spring Lake West Subwatershed Feasibility Study: EOR Scope of Services amendment as attached.



SCOPE OF SERVICES AMENDMENT

SPRING L. WEST SUBWATERSHED FEASIBILITY STUDY

PLSLWD	
CLASS:	626 - Planning
PROJECT:	Feasibility Reports

EOR	
JOB:	00758-0124
PHASE:	N/A
TASK:	N/A

START DATE: 08/19/2019

END DATE: 3/31/2022

ORIGINAL BUDGET: \$19,965

PROPOSED AMENDMENT: \$5,913

TOTAL PROJECT BUDGET: \$25,878

OVERVIEW OF PROJECT SCOPE: EOR is requesting a work scope and fee amendment associated with the Spring Lake West Subwatershed Feasibility Study.

The original scope for the feasibility study (\$19,965) included review of existing data, modeling, field reconnaissance, cost-benefit analysis, and concept designs for four iron-enhanced sand filters and two options for wetland restoration/banking along the ditch corridor. The draft feasibility study was presented to the Board in February of 2020. A grant application was prepared in the fall of 2020 for the iron-enhanced sand filter but subsequently withdrawn due to wavering landowner interest.

The revised scope of work (addition of Task 5) is proposed to cover the grant application (2020), engineering services for revised siting and concept designs (four new iron-enhanced sand filter options on an upstream property), and additional landowner outreach for the potential BMPs.

PROJECT TEAM

PLSLWD	
PROJECT LEAD:	Jaime Rockney
OTHER STAFF:	Joni Giese
EOR	
PROJECT LEAD:	Carl Almer
OTHER STAFF:	Pat Conrad, Kyle Crawford, Mike Talbot, Dan Mossing, Jimmy Marty, Jason Naber, Paul Fritton

ORIGINAL TASKS

TASK 1: Base Mapping & Modeling	
SUMMARY:	This task consists of assessing the site suitability factors that will be evaluated such as: land use, topography, soils, wetland boundaries, and parcel ownership. In addition, this task includes refinement of the PCSWMM model for the subwatershed, as necessary, to reflect survey date (culvert inverts, channel cross sections, etc.) collected in Task 2. Finally, this task includes review of water quality monitoring data collected by the District and update of FLUX modeling for the subwatershed.
DELIVERABLES:	<ol style="list-style-type: none"> 1) Base Maps 2) Updated PCSWMM model 3) Updated FLUX model
TIMELINE:	August 2019-September 2019
ESTIMATED COSTS:	\$3,748
TASK 2: Field Reconnaissance	
SUMMARY:	Field reconnaissance will be completed to assess feasibility of potential BMP sites and collect additional data to develop conceptual designs. Survey data will be collected via survey grade GPS.
DELIVERABLES:	<ol style="list-style-type: none"> 1) Field reconnaissance visit 2) Survey data
TIMELINE:	September 2019
ESTIMATED COSTS:	\$3,618
TASK 3: Preliminary Assessment of Alternatives	
SUMMARY:	This task includes brainstorming of potential BMP locations and designs, estimation of costs, a cost-benefit analysis, and selection of the preferred alternative to advance to concept design.
DELIVERABLES:	<ol style="list-style-type: none"> 1) Technical memorandum summarizing cost-benefit analysis and recommended preferred alternative. 2) Meeting with staff to present information.
TIMELINE:	September 2019-October 2019
ESTIMATED COSTS:	\$7,555
TASK 4: Concept Design for Preferred Option(s)	
SUMMARY:	This task includes development of a concept plans for the preferred alternative, preparation of a refined cost estimate and identification of assumptions and additional data needs for advancing the preferred alternative to final design.
DELIVERABLES:	<ol style="list-style-type: none"> 1) Concept plan for preferred option (pdf) 2) Refined cost estimate, itemized table (xls) 3) Technical memorandum identifying assumptions and additional data needs 4) Meeting with staff to receive any additional comments
TIMELINE:	October 2019 – November 2019
ESTIMATED COSTS:	\$5,044

AMENDMENT TASKS

TASK 5: Grant Application, Additional BMPs, & Landowner Outreach	
SUMMARY:	This task includes the grant application (2020), engineering services for revised siting and concept designs (of additional iron-enhanced sand filter locations), and additional landowner outreach (meetings).
DELIVERABLES:	1) Grant Application (completed) 3) Final technical memorandum incorporating all BMP concept designs 4) Up to three (3) additional landowner meetings
TIMELINE:	October 2020 – March 2022
ESTIMATED COSTS:	\$5,913

ESTIMATED COST SUMMARY

DESCRIPTION	HOURS/ QUANTITY	ESTIMATED COST
TASK 1: Base Mapping & Modeling	26	\$ 3,748
TASK 2: Field Reconnaissance	24	\$ 3,618
TASK 3: Preliminary Assessment of Alternatives	58	\$ 7,555
TASK 4: Concept Design for Preferred Alternative	41	\$ 5,044
TASK 5: Grant App., Additional BMPs, Landowner Outreach	43	\$ 5,913
EXPENSES: Mileage Equipment rental Other	***Included in the above estimated costs***	
TOTAL		\$25,878

NOTE: Actual costs per task may differ from the estimated costs listed above, but the TOTAL amount must not exceed \$25,878.

ASSUMPTIONS: The estimated cost summary for the execution of the tasks in this Scope of Services is based upon the following assumptions:

- 1) District staff to provide data from others:
 - a. District – flow and WQ monitoring data
 - b. City of Prior Lake – GIS landuse for annexation areas
 - c. Scott Co. / AJA – HydroCAD model and proposed grading AutoCAD file for Highway Department Warm Storage Improvement
 - d. MnDOT – Concept plan / Layout for 282/17/13 interchange
 - e. Landowners – Drain tile records if any
- 2) District staff to coordinate/notify landowners for site access for survey and investigation
- 3) District staff to coordinate meetings
- 4) Two staff meetings included; four meetings with landowners

SIGNATURES:

The services described in this Scope of Services are being provided in accordance with the Master Services Consulting Agreement between PLSLWD and EOR dated December 13, 2019. Any changes to the project team, tasks, deliverables, timeline, or total cost will require a signed amendment/update to this Scope of Services.

Prior Lake-Spring Lake Watershed District

Emmons & Olivier Resources, Inc.

Signature: _____

Name: Joni GieseTitle: District Administrator

Date: _____

Signature: _____

Name: Carl K. AlmerTitle: Water Resources LeadDate: November 3, 2021

PLSLWD Board Staff Report
November 4, 2021



Subject | Sutton Lake Outlet Retrofit Project: Changer Order No. 2

Board Meeting Date | November 9, 2021

Item: 5.6

Prepared By | Joni Giese, District Administrator

Attachment | n/a

Action | Authorize the District Administrator to execute Sutton Lake Outlet Retrofit Project Change Order No. 2 at a value not to exceed \$26,775.

Background

The Sutton Lake Outlet retrofit project was constructed in early spring and summer 2021. The project was awarded to Veit & Co. with the low bid of \$273,990.65. After initial construction, it was determined that access to the outlet was difficult and would benefit with the construction of an improved drive/trail between Scott County Road 10 and the outlet structure. Change Order No. 1 in the amount of \$9,755 with Veit & Co., covered trail improvements on rock berm near outlet structure and a monitoring manhole. The changer order was executed in June 2021 and constructed shortly after. Design of the remainder of the access drive took longer to complete as it required more extensive coordination with the landowner and Scott County, as the access drive improvements connected to a county road and crossed a county drainage ditch. Change Order No. 2 covers the remainder of the drive and access modifications to Scott County Road 10. The project engineer, EOR, has solicited a change order price quote from Veit & Co. It is desired to complete this work this fall.

Discussion

Per the attached memorandum from EOR, a full change order price quote could not be obtained prior to the November Board of Managers meeting. Therefore, EOR has prepared a conservative change order estimate of \$26,775. This will bring the total value of the project to approximately \$310,521. The District has sufficient budgeted funds to accommodate the estimated cost of the construction change order.

Recommendation

Staff recommends the Board authorize the District Administrator to execute Sutton Lake Outlet Retrofit Project Change Order No. 2 at a value not to exceed \$26,775.

memo



Project Name | Sutton Lake Outlet Retrofit Project
To | PLSLWD Board of Managers
 Joni Giese, PLSLWD Administrator
Cc | Carl Almer, EOR Project Manager
From | Kyle Crawford, EOR Project Engineer
Regarding | Change Order 02 Background

Date | November 4, 2021

The purpose of this memorandum is to provide background for Change Order 02 for the Sutton Lake Outlet Retrofit Project.

Project Background

At the District's request, EOR reached out to Veit & Co. late October 2021 with a Request for Quote for building out a full access driveway off Scott County Road 10, providing a softer backslope of the landowner's access road along the constructed Sutton Lake outlet berm, and scarifying the access road that was compacted in part by farming equipment traffic. On November 3, 2021, Veit responded with a partial quote of \$19,575 to complete the work based on the quantities listed below. However, they were unable to obtain quotes from their restoration and seeding subcontractor to compile a complete quote. Per direction from the District Administrator, EOR estimated costs for the additional work items to complete this additional scope request.

Change Order Description

Contractor shall construct the driveway using general fill material and gravel as well as a HDPE culvert. Disturbed areas will receive topsoil, native seed mix and erosion control blanket to provide stabilization. Work will paid time and materials with an expected cost of **\$26,775.00**; Contractor shall not exceed this amount by greater than 5% without additional approval given by Engineer and District. This work shall be considered separate and independent from the construction punchlist items identified on 06/08/21 and considered pending. When completed, this area shall be considered part of the overall project and is to be considered included in the native vegetation warranty.

Estimated Quantities and Itemization

Based on design coordination with the District, the landowner, and the County Access Driveway permit, the following quantities are anticipated and costs provided by Veit for their quote. **Highlighted** costs below are EOR estimates.

Access Driveway

Work Item	Estimated Quantity	Unit Price	Total Estimated Cost
Mobilization/Traffic Control	1 LS	\$4,085.00	\$4,085.00
Access Road Scarification	1 LS		\$5,000.00
Earthwork (Import, Topsoil, Class 5)	1 LS	\$8,138.00	\$8,138.00
18" Culvert (with Flared End Sections)	28 LF	\$106.61	\$2,985.00

Class I Riprap (6" Nom.) w/ Geotextile	8 CY	\$302.13	\$2,417.00
Seeding (MnDOT Seed Mix 34-262)	0.10 Ac		\$600.00
ECB Cat. 25 Natural Netting	330 SY		\$2,000.00
Total Estimated Cost			\$24,225.00

Berm Slope Grading

Earthwork (Import, topsoil)	1 LS	\$1950.00	\$1,950.00
Seeding (MnDOT Seed Mix 34-271)	0.01 Ac		\$200.00
ECB Cat. 25 Natural Netting	62 SY		\$400.00
Total Estimated Cost			\$2,550.00

Request for Approval

It is requested that the Board approves Change Order 02 up to \$26,775.00.

Reflects bills paid through October 2021

Program Element		2021 Source of Funds			2021 Budget	Actual Results		
		2021 Levy	Budget Reserve	Grant Funds/Fees		Monthly Activity	YTD Actual Results	YTD percents
General Fund (Administration)								
Revenues								
	Property Taxes	166,126			166,126	-	87,904	53%
	Grants	-			-	-	-	0%
	Interest	-			-	23	51	-100%
	Other	-			-	1,067	1,899	-100%
	Total Revenues	166,126	-	-	166,126	1,090	89,854	54%
Expenditures								
	Administrative Salaries and Benefits	90,186			90,186	10,867	106,946	118.58%
	703 · Telephone & Internet	10,000			10,000	2,804	5,144	51.44%
	706 · Office Supplies	8,690			8,690	387	10,289	118.40%
	709 · Insurance and Bonds	10,000			10,000	430	12,918	129.18%
	670 · Accounting	30,000			30,000	2,153	31,150	103.83%
	671 · Audit	10,250			10,250	-	7,500	73.17%
	903 · Fees	2,000			2,000	2,065	12,791	639.55%
	660 · Legal (not for projects)	5,000			5,000	191	9,108	182.16%
	702 · Rent	-			-	4,500	11,250	#DIV/0!
	General Fund (Administratio) Expenditures	166,126			166,126	23,397	207,096	124.66%
Net Change in General Fund		-	-	-	-	(22,307)	(117,242)	

Reflects bills paid through October 2021

Program Element		2021 Source of Funds				Actual Results		
		2021 Levy	Budget Reserve	Grant Funds/Fees	2021 Budget	Monthly Activity	YTD Actual Results	YTD percents
	Implementation Fund							
	Revenues							
	Property Taxes	1,628,506			1,628,506	-	861,385	53%
	Grants	-		297,000	297,000	-	103,769	35%
	Interest	-			-	-	113	#DIV/0!
	Sales/Others	-			-	-	1,000	#DIV/0!
	Total Revenues	1,628,506	-	297,000	1,925,506	-	966,268	50%
	Expenditures							
	Program Salaries and Benefits (not JPA/MOA)	440,323			440,323	24,350	329,291	74.78%
Water Qual	550 Public Infrastructure Partnership Projects	20,000			20,000	-	-	0.00%
Water Qual	611 Farmer-led Council	51,000			51,000	692	16,546	32.44%
Water Qual	611 Cost-Share Incentives	58,000			58,000	-	11,657	20.10%
Water Qual	611 Highway 13 Wetland, FeCl system & Desilt, O&M	35,000			35,000	119	14,613	41.75%
Water Qual	611 Fish Management, Rough Fish Removal	60,000			60,000	578	31,415	52.36%
Water Qual	611 Spring Lake Demonstration Project Maintenance	1,500			1,500	-	496	33.07%
Water Qual	611 Alum Internal Loading Reserve	230,000			230,000	-	-	0.00%
Water Qual	611 County Rd 12/17 Maintenance	1,000			1,000	-	-	0.00%
Water Qual	611 Fish Lake TMDL Implementation		3,000		3,000	-	-	0.00%
Water Qual	611 Pike Lake TMDL Implementation		3,000		3,000	-	-	0.00%
Water Qual	611 Feasibility Reports	-			-	-	-	#DIV/0!
Water Qual	637 District Monitoring Program	128,000			128,000	1,713	28,760	22.47%
Water Qual	GRANT Carp Management/Removal	30,000		90,000	120,000	5,988	82,799	69.00%
Water Qual	626 Planning and Program Development	32,000			32,000	2,853	9,412	29.41%
Water Qual	626 LGU Plan Review		3,000		3,000	-	44	1.45%
Water Qual	626 Engineering not for programs	30,000			30,000	2,262	9,801	32.67%
Water Qual	648 Permitting and Compliance	17,000			17,000	4,248	23,262	136.84%
Water Qual	648 Update MOAs with cities & county	5,000	5,000		10,000	-	-	0.00%
Water Qual	648 BMP and easement inventory & inspections	14,000			14,000	44	9,378	66.99%
Water Qual	626 Upper Watershed Blueprint	235,543			235,543	4,583	35,177	14.93%
Water Qual	626 District Plan Update	2,500			2,500	-	-	0.00%
Water Qual	752 Fish Lake Shoreline Restoration Project Maintenance	1,000			1,000	-	900	90.00%
Water Qual	626 Spring Lake West Subwatershed Project	30,000			30,000	-	1,269	4.23%
Water Qual	648 Non-project Reg. Reporting, Rules & Stand. Rev.	5,000			5,000	-	740	14.79%
Water Qual	611 Fish Stocking	6,000			6,000	-	-	0.00%
	WQ TOTAL	992,543	14,000	90,000	1,096,543	23,080	276,270	25.19%
Water Storage	550 District-wide Hydraulic & Hydrologic model	7,500			7,500	-	-	0.00%
	550 S&I Sutton Lake Outlet Structure Project	25,000	182,000	207,000	414,000	20,961	262,086	63.31%
	WS TOTAL	32,500	182,000	207,000	421,500	20,961	262,086	62.18%
AIS	611 Aquatic Vegetation Mgmt	-			-	-	6,506	#DIV/0!
AIS	637 Automated Vegetation Monitoring	4,700			4,700	1,202	4,201	89.39%
AIS	637 Aquatic Vegetation Surveys	18,000			18,000	82	9,454	52.52%
AIS	637 Boat inspections on Spring, Upper & Lower Prior	38,000			38,000	8,179	25,474	67.04%
AIS	637 AIS Management Plans	20,000			20,000	-	-	0.00%
	AIS TOTAL	80,700	-	-	80,700	9,462	45,636	56.55%
Ed & Out	652 Education and Outreach Program	7,440	11,910		19,350	369	5,356	27.68%
Ed & Out	652 Prior Lake-Savage Schools partnerships	-			-	-	35	#DIV/0!
	E&O TOTAL	7,440	11,910	-	19,350	369	5,391	27.86%
	PLOC expenses	75000			75,000	-	27,624	36.83%
	Total Implementation Fund	1,628,506	207,910	297,000	2,133,416	78,222	946,297	44.36%
	Net Change in Fund Balance Implementation Fund				(207,910)	(78,222)	19,971	

Grant Funds/Fees Anticipated				
Water Qual	648 Permitting and Compliance		1,000	1,000
Water Qual	648 BMP and easement inventory & inspections		1,000	1,000
AIS	611 Aquatic Vegetation Mgmt. (Scott County)		6,000	6,000
	Total Grant Funds/Fees Anticipated		8,000	8,000

No assurance is provided on this statement.
This statement omits required disclosures.
This statement is prepared on the cash basis of accounting.

PLSLWD monthly Treasurers Report

Treasurer: Bruce Loney

Account balances as of 10/31/2021

Old National Bank (Checking Account) *	\$	620,189
Sterling Bank (Checking Account)	\$	557,818
Total Uncleared Transactions	\$	(8,812)
Northland Securities (Investments) (Cash)	\$	380,798
SUBTOTAL	\$	1,549,993

RESTRICTED/ASSIGNED FUNDS

Restricted - Permit Deposits, etc.	\$	94,436
Restricted - PLOC Contingency Reserve (850)*	\$	260,558
Restricted - PLOC O&M Funds (830)*	\$	252,480
Assigned - Alum Internal Loading Reserve	\$	230,000
TOTAL DISTRICT/PLOC RESTRICTED/ASSIGNED OBLIGATIONS	\$	837,474

Available cash at end of October 2021**\$ 712,519***31.0% of 2021 Budget*

PLSL Watershed District

Cash Minimum Balance Alert \$ 150,000

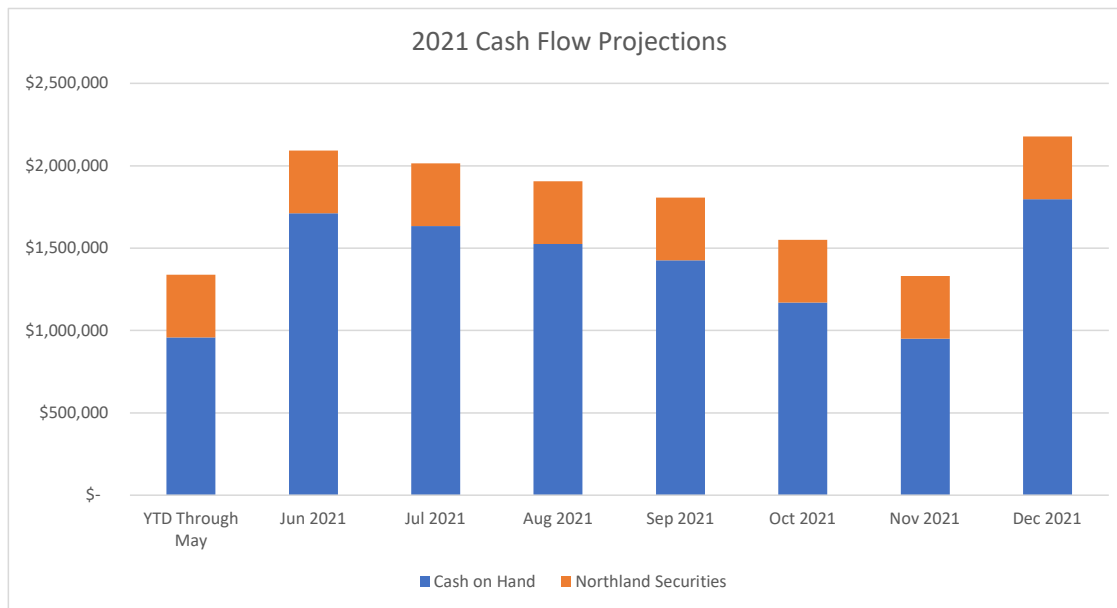
Cash Receipts														
Property Tax Levy	\$	-	\$	949,290	\$	-	\$	-	\$	-	\$	830,000	\$	1,779,290
BWSR Grant		-		-		-		-		-		-		-
Sutton Lake Grant		-		-		-		-		-		207,000		207,000
Watershed Based Funding		74,000		-		-		-		-		-		74,000
Metro WBIF - Lower		19,788		-		-		-		-		15,903		35,691
Internal Loading BMPs		-		-		-		-		-		11,877		11,877
Grants - Other		-		-		-		-		-		1,734		1,734
PLOC Contributions		77,358		-		42,209		-		-		-		119,567
Interest Income		(33)		14		79		34		29		23		10
Other Receipts		-		-		1,001		1,000		-		1,067		-
Total Cash Receipts	\$	171,113	\$	949,303	\$	43,289	\$	1,034	\$	29	\$	1,090	\$	10
													\$	1,066,524
													\$	2,232,392
Total Cash Available			\$	2,191,621	\$	2,135,116	\$	2,015,906	\$	1,905,989	\$	1,808,750	\$	1,550,003
													\$	2,397,111

Salaries and Per Diems	\$ 213,300	\$ 50,365	\$ 45,174	\$ 47,290	\$ 31,995	\$ 35,217	\$ 44,209	\$ 44,209	\$ 511,759
Office Expense, Audit, Accounting	38,950	18,509	16,782	9,229	4,581	12,752	6,328	6,328	113,460
PLSLWSD Program Costs	371,526	21,419	52,424	44,452	47,849	50,410	117,915	117,915	823,910
PLOC Contribution	27,624	-							27,624
PLOC Operations	19,582	9,501	5,864	8,974	13,904	160,378	50,964	50,964	320,130
Subtotal	\$ 670,981	\$ 99,794	\$ 120,244	\$ 109,946	\$ 98,329	\$ 258,757	\$ 219,416	\$ 219,416	
Cash on Hand + Northland Securities (end of month)		\$ 2,091,827	\$ 2,014,872	\$ 1,905,960	\$ 1,807,660	\$ 1,549,993	\$ 1,330,587	\$ 2,177,695	

[illegible]

Cash Flow Chart

Month (End of Month)	YTD Through May	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Cash on Hand	\$ 958,443	\$1,711,029	\$1,634,074	\$1,525,162	\$1,426,862	\$1,169,195	\$ 949,789	\$1,796,897
Northland Securities	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798
Total Cash on Hand & Northland Securities	\$ 1,339,241	\$2,091,827	\$2,014,872	\$1,905,960	\$1,807,660	\$1,549,993	\$1,330,587	\$2,177,695



PLSLWD Board Staff Report
November 4, 2021



Subject | 2021 Budget Amendment

Board Meeting Date | November 9, 2021

Item: 6.2

Prepared By | Joni Giese, District Administrator

Attachment | n/a

Action | Approve the amendment of the 2021 ***GRANT Carp Management /Removal*** budget item from \$120,000 to \$90,000, comprised of \$60,000 of grant funds and \$30,000 of District levy funds.

Background

For the past three years, the District has focused on an accelerated carp removal program. This work is being partially funded through a grants from BWSR and the MPCA.

Discussion

The 2021 budget was initially established in early fall 2020. At that time an estimate was made of anticipated grant fund expenditures through the end of 2020, resulting in an estimated \$90,000 of grant funds available for 2021. At the conclusion of 2020, the District expended an additional \$30,000 of grant funds than originally estimated, resulting in \$60,000 of grant funds available for 2021. The 2021 budget was not adjusted to reflect this discrepancy in available grant funds. This budget amendment will adjust the ***GRANT Carp Management /Removal*** budget item to accurately reflect the grant funds available to the District in 2021. This budget item also includes \$30,000 of the 2021 district levy.

Recommendation

Staff recommends the Board approve the amendment of the 2021 ***GRANT Carp Management /Removal*** budget item from \$120,000 to \$90,000, comprised of \$60,000 of grant funds and \$30,000 of District levy funds.